

## **9 FAM Appendix O**

### **1500 REFUGEE TRAVEL PACKETS**

(TL:VISA-479; 10-24-2002)

#### **9 FAM 1501 Documentation to be Included**

(TL:VISA-479; 10-24-2002)

The following documentation should be included in a refugee's travel packet for presentation at the port of entry:

- (1) Form I-590, *Application for Refugee Status*;
- (2) Immigration Officer's Interview Sheet;
- (3) VISAS EAGLE cable (if applicable);
- (4) Form G-646, *Sworn Statement*;
- (5) Voluntary Agency Affidavit of Relationship (if applicable);
- (6) Form G-360, *File Transfer*;
- (7) Form G-325C, *Biographic Information*;
- (8) Volag Biodata sheet;
- (9) All documents or affidavits proving family relationships, age, or association; any locally produced family relationship forms, family trees, etc;
- (10) JVA pre-interview sheet (if applicable);
- (11) Form I-591, *Refugee Sponsorship Assurance Form*, or substitute [see 9 FAM Appendix O, 1004];
- (12) Original and three copies of the Form OF-157, *Medical Examination, and X-rays*;
- (13) Original and four copies of sponsorship reaffirmation in cases of Class A tuberculosis, physical or mental infirmity cases, and agreement to report to local authorities for medical evaluation/treatment (if applicable);
- (14) Immunization card;
- (15) Form DS-1810, *Selective Service Notification*, (if applicable);
- (16) Form I-602, *Waiver of Ineligibility*, (if applicable); and

(17) Copies of relevant telegrams from INS, Department of State and Congressional offices (if applicable).

## **9 FAM 1502 Form I-94, Arrival-Departure Card**

(TL:VISA-479; 10-24-2002)

a. The Form I-94, *Arrival-Departure Card*, should be completed as accurately and fully as possible. Incomplete or inaccurate data may result in processing problems by U.S. Government officials at the port of entry or later denial of refugee assistance benefits and a social security card at the final resettlement site. Birth dates should be in the order of year/month/day. If the month and day of the refugee's birth date *are* not known, use December 31. The refugee's address in the United States, as stated on the sponsorship assurance, must be indicated on the Form I-94.

b. All information on the front of the form should be completed *as well* as the information on the back of the form in the part labeled "Record of Changes." The appropriate abbreviation of the sponsoring voluntary agency should be noted.

## **9 FAM 1503 Placement of Boarding Letter and Form I-94, Arrival-Departure Card**

(TL:VISA-479; 10-24-2002)

A boarding letter [see 9 FAM Appendix O, Exhibit I and 9 FAM Appendix O, Exhibit II] and the Form I-94, *Arrival-Departure Card*, shall be stapled to the outside of the envelope. The boarding letter shall include a photo attached thereto and sealed using the post's impression seal.

## **9 FAM 1504 Sealing Travel Packet**

(TL:VISA-479; 10-24-2002)

A consular officer or INS officer should seal the travel packet and stamp the sealed edges using the post's rubber stamp seal.

## **9 FAM 1505 No Requirement for Passports**

(TL:VISA-479; 10-24-2002)

Refugees are not required to have passports for entry into the United States. A refugee travel packet is sufficient.